

17 October 1968

MEMORANDUM FOR: Chief, Archives and Records Center

SUBJECT : Presidential Library Project

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1. Recent discussions with Col. White; Mr. Bannerman and Mr. [ ] have resolved that a section of space in the Agency Archives and Records Center should be reserved for Presidential Libraries material.

2. Please arrange immediately for such an area for a special and separate collection of CIA records being held for the Presidential Libraries. Also arrange for appropriate finding aids, indexes, and cross references to facilitate the use of this material. These too should be separate and not interspersed with indexes of other functions at the Center. Naturally you will need to develop a procedure and forms to accommodate the making of controlled deposits into this collection and authorized retrieval of information or documents from these materials.

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3. At present the Director has designated me as the Agency representative and liaison with National Archives concerning Presidential Libraries. The Director also appointed [ ] to collect and prepare the Agency's contribution to the Lyndon B. Johnson Library at Houston, Texas. That task is to be completed by January 1969.

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4. Attached is the official file folder developed by my predecessor, [ ], during his tenure as Agency Liaison Officer for the John F. Kennedy Presidential Library. This file should serve as your initial deposit in the Agency Presidential Library Collection.

5. You will note that the fourteenth deposit to the Kennedy Library was a list of 46 documents which [ ] explained would not be forwarded at that time because of their sensitivity. Those documents were to remain in the Agency and are still in the originating offices. Mr. Bannerman and now [ ] have requested that these documents be gathered and kept together, available for some future call from the President John F. Kennedy Library or for other authorized reference. You are also requested to locate each of the documents on that list and gather them together to include them as the second John F. Kennedy deposit in your new section.

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[ ]  
CIA Records Administration Officer

Attachments:

1. Folder on Kennedy Library

2. Approved For Release 2006/09/25 : CIA-RDP73-00402R000100190014-9